MOVING TO ANZ TRANSACTIVE – GLOBAL PAYMENTS
KEY FACTS

ANZ Transactive – Global will soon have built-in Payments functionality, so you no longer need to click into ANZ Transactive – AU & NZ from Applications to manage your payments and user permissions. Please read the following information, as there may be impacts on how your organisation manages payments and user permissions.

What changes do you need to know about?

1. Payment approval changes:

Payments in ANZ Transactive – Global will have two key changes in the approval workflow that are different to the current functionality in ANZ Transactive – AU & NZ:

1. Votes approval is no longer supported and has been replaced by either a one-to-approve or two-to-approve model for each payment type. Panel approval workflow will be available in the coming months.

2. The Release function has been removed and the digital signing of a payment will now rest with the final approver. In order to prepare for this change you may need to adjust the processes you have built for payment approval and release. Depending on how many approvals are required and if a payment needs a dynamic exchange rate, a payment will move through the following statuses as it is approved:

   For organisations that require one approval:

   > Pending Approval* > Processing
   > Pending Approval* > Needs Rate*

   For organisations that require two approvals:

   > Pending Approval > Pending Second Approval* > Processing
   > Pending Approval > Pending Second Approval* > Needs Rate*

   *The user who completes the step to move the payment to the next status will require a security device. The payment is released when it receives final approval or when a dynamic exchange rate is accepted.

2. Entitlement changes:

After you have transitioned to Payments in ANZ Transactive – Global, all of your user permissions will be managed through the Administration section in ANZ Transactive – Global. ANZ has developed user roles which have been streamlined to make it easier for you.

For your move to Payments in ANZ Transactive – Global, ANZ will assign a new user role to each of your users based on what you have currently set up in ANZ Transactive – AU & NZ and give your users access to the accounts and payment types they are entitled to.

The six user roles in ANZ Transactive – Global are:

- All Entitlements
- Approve
- Reporting
- Create & Approve (not own)
- Create
- Administration

For more information on these roles, please refer to the Administration User Guide on Online Resources (http://www.anz.com/transactive-global/au-nz/online-resources/).

For new users that are created in ANZ Transactive - Global, an Administrator will need to:

1. Assign a role to the user which specifies what the user can do in the system
2. Assign accounts that the user is entitled to
3. Apply approval discretions to the user if applicable

Notes:

1. There is no longer the ability to set up the following permissions for a user:
   - Restrict a user from generating certain reports
   - Restrict a user from downloading and importing particular file formats
   - Restrict access to current day balance and transaction data
   - Apply a Release payments permission to a user
2. There is no longer the ability to set up account discretions within the system. This allowed you to specify the maximum value that could be approved for an account for a particular value date. Setup user approver discretions instead.
3. There is no longer the ability to restrict file import paths

3. File Import changes:

In ANZ Transactive – Global, you can no longer import a payment file using the Detailed Import method. This method allowed you to enter payment header information manually or from a template, and then import a payment file containing the transactions. This method also enabled you to append transactions to a payment using a file.

To import an ABA file into ANZ Transactive – Global, you must ensure that sufficient details are included in the file header and a correct Direct Entry (DE) User ID is used, so that the system can determine how to fund the payment. The payment can be funded using one of the following methods:

1. Provide a BSB and Account Number in the Descriptive Record
2. Create a self-balancing file in your accounting software which will add an extra line in the file to represent the total debit for the payment

Note: If neither of these methods is used, the system will choose the first account linked to the DE User ID. If there is more than one account linked to the DE User ID, the batch will fall into a Needs Repair status. For more information on file formats, please refer to the File Formats guide on Online Resources (http://www.anz.com/transactive-global/au-nz/online-resources/).

4. Accessing past payments in ANZ Transactive – AU & NZ:

Payments that were created in ANZ Transactive – AU & NZ are still available to view and generate reports for by clicking on Applications. In the coming months, historical payments from ANZ Transactive – AU & NZ will be moved to ANZ Transactive – Global and view access to ANZ Transactive – AU & NZ will be removed.

5. Mobile App accessibility:

Mobile functionality will not be available until our new ANZ Transactive Mobile App is released in the coming months.

What do you need to do to prepare for the change?

Before Payments functionality in ANZ Transactive – Global is enabled for your organisation:

1. Update your organisation's payment approval and release processes to reflect the changes
2. Determine if any other approvers need a security device and submit a Self Service Form to your ANZ representative for processing (final approval and accepting a dynamic exchange rate will now need a security device)
3. Read the ANZ Transactive – Global *Administration User Guide, Payments User Guide* and *File Formats* on Online Resources so that you are familiar with the new payment system (Online Resources (http://www.anz.com/transactive-global/au-nz/online-resources/))

What do you need to do after the change?

After Payments functionality in ANZ Transactive – Global is enabled for your organisation:

1. If applicable, complete the following for each template in the Templates screen:
   a. Add a Statement Narrative to the template if required. This can be up to 40 characters and will appear as part of the narrative on the funding account statement. Note that you can also change the Statement Narrative when you create a payment from the template.
   b. Review the template details
   c. Submit the template. If your organisation needs to approve templates, the template status will change to Pending Approval and the template will need to be approved by another user before it can be used.

   Note: The beneficiaries in the templates will be added to your Payee List once a template is submitted.

2. If your organisation needs to approve beneficiaries go to the Payee List screen, review and approve the beneficiaries in the list.

When is additional functionality being delivered?

ANZ Transactive – Global will be undergoing a number of enhancements during 2018. We will advise you of these via the Online Resources page and through in application messages.

Where can you get help?

You can contact the ANZ Customer Service Centre (www.anz.com/servicecentres) with any questions you may have during and after your upgrade to Payments in ANZ Transactive – Global.